
Getting Started

Before you use the Meridian Administration Tools (MAT) system, you must install and configure the software. This chapter describes recommendations, requirements and installation procedures of the MAT system onto your PC. This chapter also briefly describes how to run the MAT modules and use the MAT interface.

MAT recommends the following PC configuration:

System recommendations

- An IBM PC™ or compatible (Intel Pentium™ or 486 class PC is recommended; a 386class PC is the minimum requirement: see appendix A for minimum requirements) with:
 - 16 Megabytes (MB) of RAM
 - Clock rate of 75 Megahertz
 - (1) 3.5" 1.44 MB floppy disk drive
 - Microsoft DOS™ version 5.0 or later
 - Microsoft Windows™ version 3.1 or later running in enhanced mode
 - Parallel printer port
 - SVGA color monitor with interface card
 - Hayes compatible modem is optional for connection to remote sites, required for polling configurations (9.6 KBPS or better recommended)
 - Windows compatible mouse (Bus mouse preferred to free up a serial port)

Note 1: A Pentium™ is recommended for those who wish to add additional MAT applications in the future.

Note 2: The PC configuration above is a recommended configuration only. MAT applications will run on a 386 with less than the specified RAM. But for optimal performance the recommended configuration should be used.

Note 3: A printer must be configured even though it is not required to be physically attached to the PC.

Note 4: None of the Windows replacement shells (e.g., Norton Desktop™ for Windows) are supported at this time.

Note 5: *Carbon Copy for Windows*™ software is required for remote support of MAT by the Richardson ETAS organization. *Carbon Copy for Windows* is available at local PC software stores.

Hard drive requirements

Program Store

- Common Services components (required): 7 MB
- Station components: 1.4 MB
- Traffic components: 3.8 MB
- Call Accounting components: 4.6 MB
- Call Tracking componets: 2 MB

Site Data Store

- Station: 1.3 KB per 1,000 stations
- Traffic: switch dependant. Typically 2.5 to 9 MB per month for each site's traffic data
- Call Accounting: 1.6 MB per 10,000 records

Virtual RAM may be required for certain data processing functions such as global station database updates for larger systems. This requires free hard disk space.

SHARE.EXE Required

The DOS program SHARE.EXE is required to Delete, Backup or Restore a site. Starting Meridian Administration Tools will verify the presence of SHARE.EXE. If a warning appears that SHARE has not been installed, the user should exit from Windows and install SHARE.EXE. SHARE.EXE is available with DOS and can be started by typing SHARE at the DOS prompt.

A line is typically added to the Autoexec.bat file (in the root directory of the PC hard drive) to automatically load the SHARE program from the DOS sub directory on start up. This line should read: C:\DOS\SHARE.EXE. Share may be located in a sub directory other than DOS. The PATH in the Autoexec path should be modified accordingly. Refer to the DOS manual for further instructions on SHARE installation.

To modify the Autoexec.bat file, under File in the Program Manager screen select RUN and type in SYSEDIT in the edit box. Autoexec.bat will be presented at the front of the screen for editing.

Meridian 1 Connection

- RS-232 compatible serial port and cable to connect to the Meridian 1
- Hayes compatible modem is optional for remote connection

Communication between your PC and Meridian 1 switch occur either through a direct connection from the PC COM port to an SDI or MSDL port on the switch or via a telephone line using modems. In the case of a modem connection, a modem is required on both the near end (attached to the PC) and the far end (attached to the switch). Meridian 1 to PC communication parameters are configured in the Site SDI1 dialog. See “Communication Parameters” on page 78 for more detail. The communication parameters in the SDI1 dialog must match the configuration on your Meridian I/O port. Contact your Northern Telecom Distributor for assistance with connection to the Meridian 1.

Supported Printers

MAT applications can print to any printer that is supported and installed in Windows (please refer to your MS Windows User Guide for printer installation instructions). If your particular printer is not in the list of supported Windows printers, check the Printer Manual. It may indicate that your printer is 100% compatible with a printer in the Printer dialog box. If this does not work for you, select Generic/Text Only in the list of printers. This driver works for most printers for text printing only. You will not be able to print graphics with the Generic Text driver. The Generic Text Driver is particularly useful for printing Des Strips.

MAT Stand Alone or LAN Setup

The MAT PC can be attached to a Local Area Network (LAN) in order to provide multi-user access. MAT is currently supported on Novell Netware V3.11 and is supported by LANs that pass DOS files without manipulating them.

It is recommended that the MAT database reside on the MAT PC that is acting as the LAN application server. Any com port which is recognized by Windows on the client PC may be used for connection to the Meridian 1. In the network environment, the MAT and MATWORK directories are public and shared across other PCs. This enables shared usage of the MAT executables and of the Site databases. Without the correct settings of files in the Windows directory (including Program Manager), the user is unable to run MAT correctly from a PC other than that PC on which MAT was originally installed.

A Sentinel Hardware Key is provided with every Call Accounting package. If Call Accounting software installed on a LAN, install the Sentinal Hardware Key onto the PC that will be running the collections from the switch. The data should be collected to the server.

It should be noted that if a MAT Client PC is connected to Meridian 1, it should always be turned on (whereas the Server PC typically is always turned on).

CDR buffer units

MAT currently supports the following buffer units:

- CDR-2000 Call Detail Recording Unit
- POLLCAT POLLable Call Accounting Terminal (Pollcat II)
- TSB AT1 and AT2 Data Collection Units
- TELTRONICS Site Event Buffer (SEBII)

Recommended PC Maintenance

MAT has been tested to support up to six modules open to sites simultaneously. This number of requires that:

- 1 C:\CONFIG.SYS contain a line that reads: FILES=99
- 2 C:\AUTOEXEC.BAT contain a line that reads: SHARE /f:4096 /L:99

Following are some additional helpful hints that will improve the performance of your Windows applications:

1 Close any windows that are not in use

2 Run a disk-caching program

SMARTDrive is a disk-caching utility, included with your Windows software, that makes hard-disk data available at the speed of system memory. SMARTDrive copies information your system reads from the hard disk into extended memory called cache. When an application needs information from the hard disk, SMARTDrive supplies the information directly from cache memory which is much faster than reading from the hard disk.

SMARTDrive is automatically installed by the Setup program in Windows. Check your AUTOEXEC.BAT file to ensure that SMARTDrive is equipped. Consult your Windows Users Guide or on-line help for more information on SMARTDrive.

There are other disk-caching programs available on the market.

3 Utilize disk space for swapping

Windows will free up memory (and speed things up) by swapping information from memory to a swap file on the hard disk. The amount of available disk space will determine how large your swap file can be. The larger the swap file, the more information Windows can temporarily store. Please reference your Microsoft Windows User Guide for more information on swap files.

It is also strongly recommended that a regular maintenance schedule be established for your PC. This maintenance will need to be performed at least once every two weeks and could include the following software programs:

1 CHKDSK /f or SCANDISK (Will recover lost file chains.)

2 DEFRAG (Optimizes disk storage.)

Please refer to your MS-DOS manual, or type help at the command prompt, for complete details regarding the programs listed above. Exit Windows before running these programs and start Windows again when complete.

Recommended PC Com Port Configuration & Meridian 1 SDI Configuration

The configuration for communicating with your switch will vary depending on the following:

- MAT applications purchased
- desired usage of the applications
- available PC Com Ports
- available SDI Ports on the Meridian 1
- Buffer Box(s) available
- connection type (direct connection or modem connection)

Following are some tips for configuring your MAT applications to communicate with the Meridian 1:

Communicating with your Meridian 1

The Site Module enables you to define 4 different sets of parameters for communications with your switch: SDI1, SDI2, SDI3 and SDI4. These SDI numbers do not necessarily correspond with the SDI port numbers on your switch, but do represent physical SDI ports required on the Meridian 1. These sets of communication parameters allow you to choose how each application individually will communicate with the switch. You may choose to have more than one application share the same communication parameters.

The Station Administration Module will use by default the communication parameters set up in SDI1. On all other modules (Traffic Analysis, Call Accounting, Call Tracking and Terminal Emulator) you may choose which SDI configuration will be used in each application module.

Following are some recommendations for each application currently available with MAT:

Station Administration: Station Administration requires a TTY Port that is configured exclusively as SCH. Station by default uses SDI1 configuration in the Site. Configure SDI1 to access the TTY port that will be used for Station Administration. This same port can also be used for Terminal Emulation.

Traffic Analysis: Traffic Analysis can use any of the SDI Configurations in your site module. If you are using an MDR-2000 Buffer Box to store your Traffic Data, the same buffer box and hence the same communication parameters can be used for Call Accounting (CDR) data. If you are using separate buffer boxes for Call Accounting a Traffic you would need to configure separate SDI parameters for Call Accounting. When a buffer box is used to collect the Traffic data, the SDI port must be configured to output Traffic data (USER TRF). See your NTP for details on configuring your SDI port for Traffic output.

Call Accounting: CDR data can be obtained either from a Buffer Box connected to your switch or through a direct connection from your switch to PC Com Port. It is highly recommended that a buffer box be used for CDR collections. If a direct connection is used the PC must be up and running Windows in order for the collections to occur. If for some reason, the PC gets turned off or Windows gets shut down, CDR data will be lost.

If an MDR-2000 Buffer Box is used, the same buffer can be used to store both Traffic and Call Accounting data. To obtain CDR data from the switch, the SDI port must be configured to output CDR data (USER CTY). See your NTP for details on configuring your SDI port for CDR output.

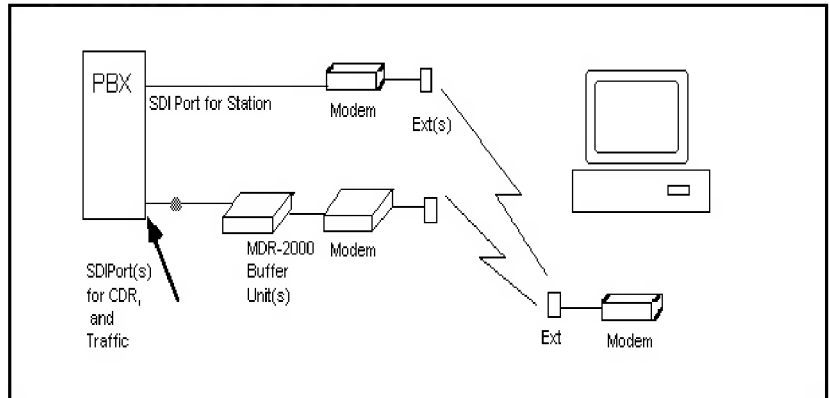
Call Tracking: The Call Tracking module can be used as a toll fraud monitoring tool in two different ways:

- 1 Monitoring a file of CDR records to look for abnormal calling patterns or
- 2 Monitor of CDR data as it is output from the switch through a direct connect

If you choose to monitor in real time, a dedicated PC port will be needed to obtain the continuous CDR records from the switch. If you are monitoring in real time, you may wish to dedicate a PC for this task, since the PC Com Port will be constantly in use and the PC will be constantly processing the call records which may slow down any other tasks that you need to perform on the PC.

Following is an example configuration with all 4 applications (Station, Traffic, Call Accounting and Call Tracking) running on a PC. Note that this is just an example and that there are numerous other valid configurations.

Figure 3
Example MAT configuration



In this configuration the customer is using one SDI port on the switch for Station (configured for SCH only) with modem dial up to the switch. This same dial up can also be used for Terminal Emulation when Station is not accessing the switch.

A second SDI port on the switch is configured to dump both the Traffic and CDR data to an MDR-2000 Buffer Box.

In this configuration Call Tracking is not used as a real time monitoring tool. The same stream of CDR data collected from the buffer box can be used for running Call Tracking on the saved file of data. If real time monitoring was needed a second PC Com Port would be needed to maintain an ongoing stream of CDR data from the switch to the PC.

Applications - Specific Requirements

Application considerations need to be reviewed. Recommendations are as follows.

Station

Station Administration requires a TTY Port that is configured exclusively as SCH. Station by default uses SDI1 configuration in the Site. The same port can also be used for Terminal Emulation. While station data is being transmitted or retrieved, the Station Module requires exclusive use of one of the communication ports (COM1 or COM2) on the PC.

Traffic

If traffic detail is critical to your telecommunications operations, it is recommended that you use a buffer box to store the traffic data. In this configuration, collections can be scheduled based on traffic output and buffer box storage capacity. By choosing to collect traffic data to an MDR-2000 or other supported buffer box, traffic data is not lost due to unforeseen circumstances such as an application quitting, power outage, scheduled event conflicts, etc.

If you are using an MDR-2000 buffer unit to store your traffic data, the same buffer box and hence the same communication parameters can be used for Call Accounting (CDR) data if the combined size of the data collected can be accommodated in one MDR-2000. If you are using separate buffer boxes for Call Accounting or Traffic you would need to configure separate SDI parameters for Call Accounting. When a buffer box is used to collect the Traffic data, the SDI port must be configured to output Traffic data (USER TRF).

While traffic is being collected, the Traffic Analysis module requires exclusive use of one of the communication ports (COM1 or COM2) on the PC. If another task is using the COM Port, such as Station Administration or MAT Terminal, the Traffic data cannot be collected for that scheduled collection. It is recommended that the port be used exclusively for Traffic. If a dedicated port is not available, the user must carefully coordinate activities for the port around the scheduled Traffic collections.

Call Accounting

If costing CDR data is critical to your telecommunications operations, it is highly recommended that you use an MDR-2000 or other supported buffer box to store the CDR data that is output from the Meridian 1. CDR data can be collected from an MDR-2000, either directly connected to the MAT PC's Com Port or it can be polled via modem. Of these two configurations, polling the CDR via modem is the preferred configuration for serviceability. This configuration allows remote support personnel to diagnose the MDR-2000 remotely should such support be needed.

If a direct connection without a buffer device is the chosen configuration, the PC must be running the MAT Call Accounting application in order for the collections to occur. If for some reason, the PC is turned off, Windows is shut down, or the application is otherwise terminated, CDR data will be lost.

Call Tracking Configuration

The Call Tracking application functionality is dependent on how the overall MAT configuration is setup.

PC's CPU utilization by Call Tracking

CPU requirements of the Call Tracking application are significant. For example, on a 486 66mhz CPU, Call Tracking can process about 200 calls per minute into 3 graphs, without alarm masks being defined. This equates to 12,000 records per hour, or about 3.3 records per second. Defining alarm filter masks will further slow this throughput rate down. This rate assumes 100% utilization of the CPU. Depending on the amount of CDR collected and the number of MAT applications in use. In some cases, either a faster CPU (Pentium) or a separate PC entirely (equipped with its own Common Services and Call Tracking) should be considered, if Call Tracking is to be run in an on-line "real time" or pass-through collection mode.

Call Tracking Configuration Choices

There are five basic configuration choices for Call Tracking:

- Running Call Tracking as a stand-alone application on a dedicated PC
- On-line "real time" collection via Y cable
- Pass through collection via MDR-2000
- User invoked monitoring and analysis

Stand-alone application on a dedicated PC

This configuration is recommended if you desire alarm notification where alarm notification is expected to be running 24 hours per day, seven days per week, with the greatest certainty of continuous operation. This configuration may also be required based on CPU utilization of the MAT PC, should the expected or actual CDR volume warrant a second dedicated PC to accommodate the processing load of Call Tracking.

A stand-alone Call Tracking application running on a dedicated PC would also be used where on-line real-time notification is desired for "remote" sites.

On-line "real time" collection via Y cable

This mode of operation is recommended if you desire alarm notification without scheduling interruptions under normal operating conditions.

On-line "real time" processing of Call Tracking data requires a direct connect cable from the PC to the SDI port configured for CDR. An RS232 "Y" cable can allow the same SDI port to provide CDR data to both the PC for the Call Tracking application and into the MDR-2000 buffer box for later collection of the data by the Call Accounting application.

Note: In a multisite environment, this configuration cannot be used for remote sites unless the remote site has a local PC collecting CDR data with Call Tracking installed. This would require purchasing MAT Common Services and Call Tracking for this PC. Alternatively, a dedicated data connection could be configured to manage a remote site as long as PC COM ports are available and the PC's CPU utilization is considered.

Pass through collection via MDR-2000

This mode of operation is recommended if you desire alarm notification but are not concerned with scheduled interruptions when Call Accounting is collecting data.

In this configuration, the MDR-2000 is set up to pass through the CDR data as it is also being collected in the MDR-2000 buffer. Call records are not collected and processed by Call Tracking when Call Accounting is retrieving buffered CDR data. Call Tracking is scheduled to stop, Call Accounting is scheduled to collect, then Call Tracking is scheduled to resume collecting.

User invoked monitoring and analysis

If you are running Call Tracking in a user-invoked monitoring or analysis mode, you do not need to turn on the paging, network, fax, or modem Alarm Notification options. The end-user is already there operating the application manually.

Call Tracking can be used in any configuration to either monitor calls in a user invoked session or to analyze CDR collected and indexed by the Call Accounting application provided that configuration allows for collecting CDR. For analyzing Call Accounting's data, it should be noted that the size of the collected data grows until the Call Accounting reports are run and the data from these reports are archived. Hence, to run Call Tracking near the end of the month in an analysis mode, it has far more data to filter through than at the beginning of the month.

Installation

A program named Install is included on the Common Services disk of your software package. Use the Install program to install the MAT system, including Common Services and MAT applications.

To install MAT onto your PC, perform the following steps:

- 1** Start Microsoft Windows. Depending on the software package purchased, place one of the following disks in your 3.5" floppy drive (A: or B:):
 - Distributor Common Services
 - Single-Site Common Services
 - Multi-Site Common Services
- 2** In the Windows Program Manager, open the File menu and select **Run**. The Run dialog appears.
- 3** Type the following in the Command Line box:
A:INSTALL <Enter>

(Change the A: to B: if you are using drive B:.)
- 4** The system asks you to accept the License Agreement or Cancel the installation.

- 5 The Install program indicates that it installs from drive A: (or drive B:) onto the PC's hard disk drive (C:).

By default, system files are installed in the C:\MAT subdirectory; site and data files in the C:\MATWORK subdirectory. You can change the destination directories if you wish. Click on **OK** to start the installation. Notice that the destination directories are dimmed if MAT has previously been installed or if you have "uninstalled" the working and site files of a previously installed system.

For Local Area Network (LAN) installations, select a network drive during this step (e.g., F:\) and continue with the installation procedure. This will install all of the MAT program and data files onto the selected network drives (e.g., F:\MAT and F:\MATWORK) and will set up your PC to run MAT from the network. It will update your PC's installation (.INI) files for network access and will set up your MAT Program Group in Windows. This network version of MAT can then be installed onto other network workstations using the Network Installation utility NETINST.EXE.

Refer to the following section *Network Installation* for complete details on installing MAT on other network workstations.

Note: If you plan to run MAT from other workstations in the future, you must remember to install MAT onto the network drive during this initial installation. Only one copy of the MAT software will be used and the MAT data files will be up-to-date. Otherwise, you will need to remove MAT from your PC using "uninstall" and reinstall it onto the network.

- 6 The Install program monitors the disk space required on your drive to install the software. It also allows you to cancel the procedure at any time. To stop the installation procedure, click on **Cancel**. When installation of common services is complete, click on **OK**.
- 7 Enter Customer Name and Distributor Name and click on **OK**. Clicking **Cancel** prevents the licensing information from being updated. You will need to reinstall the software.
- 8 When installation is complete, the system displays the release notes for the software. Release notes give you up-to-the-minute information on the changes to the software since this manual was printed. See Release Notes for more detailed information.

- 9 When you exit the release notes, a prompt notifies you that installation was successful and asks if you wish to install more modules. Click on **Yes** to install an application module or the sample database. Repeat these steps for each application you wish to install.

Note 1: If a previous version of the MAT system is running during installation, it will shut down the system modules (and log out) but keep the MAT program group. If you wish to access the programs in this group, you must log on again.

Note 2: The Install program creates a working directory for the site data files (e.g., C:\MATWORK\). When you create sites using the MAT modules, MAT will create subdirectories under this working directory to store its database files (e.g., C:\MATWORK\MATSAMPL\). Since these database files are vital to the operation of MAT, you should use caution when referencing them directly or attempting to copy them.

Note 3: Once the Release Notes have been closed, a conversion process will be invoked to convert all the existing Site, Station and CPND data to a format consistent with the current software. (If you are installing MAT for the first time, there will be no data to convert and the installation process will continue.) The conversion process should not be interrupted. If the conversion process is interrupted, you may manually invoke the conversion through the Conversion Utility icon once the Installation is complete. For manual Conversion, first run Rebuild and then Convert against all sites on the system.

Release notes

After the Install program copies files onto your PC, it accesses the Windows Notepad module to display a text file. This file contains Release Notes that provide information for the software release or issue just installed. For example, Release Notes for Common Services appear as soon as its installation is complete. Release Notes for each MAT application appear when its installation is complete.

Read the Release Notes before you attempt to run the MAT programs. The notes provide valuable information that may not be included in manuals or in on-line Help information.

To exit the Release Notes, open the Notepad File menu and select **Exit**. After you close the Release Notes, the system confirms that installation is complete and returns you to the Windows Program Manager. The MAT icon appears in the Windows Startup window with any other Windows applications that are automatically invoked each time Windows starts.

Local Area Network Installation

The MAT system can be installed on single PC's or over a Novell network. If you require MAT to run over a network, then use the Network Installation utility to install MAT onto the other workstations from a network drive. Once MAT has been installed onto a network drive (refer to previous section: *Installation*), any additional users can run this Network Installation utility to install and set up MAT on their workstations.

Note: In order for MAT to be installed on multiple workstations, it must be first installed on a network drive.

To install MAT onto a PC workstation from the network, perform the following steps:

- 1 Start Microsoft Windows.
- 2 In the Windows Program Manager, open the File menu and select **Run**. The Run dialog will appear.
- 3 Type the following in the Command Line box:

F:\MAT\NETINST.EXE

Replace F: with your own network drive. This will run the file NETINST.EXE which was installed onto the F: network drive during the installation procedure.

- 4 Enter the required information when the system prompts you and click on **OK** to complete this procedure. The Network Installation utility will update your PC's initialization (.INI) files so that it can access the common network files and create the MAT program group containing the MAT system icons.

Once this installation is complete and it returns you to the Program Manager, you can then run MAT.

Uninstall

Removing MAT from the PC

A program named Unstall is included on your Common Services disk. Unstall removes the MAT software from your PC. Unstall provides an option to save the Site data that you have created, while removing the current version of the software. In this case, when the software is installed again, the Site data is immediately accessible.

Note: It is not necessary to run the Unstall program when upgrading to a newer version of MAT. Simply run through the installation procedure as instructed in the previous section. The new MAT files overwrite the older version and the Site data remains intact through the upgrade process.

Follow these steps to remove MAT from your working directory:

- 1** Log out of MAT and close all MAT applications. See “Step 7: Logout from the MAT system” on page 34.
- 2** Place the Common Services (disk #1) in your floppy drive (A: or B:).
- 3** In the Windows Program Manager, open the File menu and select **Run**.
- 4** Type the following in the Run dialog:

A: UNSTALL <ENTER>

(Change the A: to B: if you are using drive B:).

- 5 Uninstall now provides a series of prompts to warn you that valuable data might be deleted in this procedure. In each case, if you click on **OK** or **YES**, a further prompt warns you as follows:

All of MAT will be deleted. Are you sure you wish to proceed?

Click on **OK** to proceed.

Click on **Cancel** to cancel the Uninstall procedure.

All of the MAT working directory will be deleted. Are you sure you wish to proceed?

Click on **YES** to proceed.

Click on **NO** to cancel the Uninstall procedure.

Do you wish to delete all sites and associated data?

Click on **YES** to proceed.

Click on **NO** to cancel the Uninstall procedure.

All of the MAT working directory will be deleted. Are you sure you wish to proceed?

Click on **YES** to delete the files.

Click on **NO** if you do not wish to delete files.

Click on **Cancel** to cancel the Uninstall procedure.

Selected data will be deleted. Do you wish to cancel?

Click on **NO** to delete the files.

Click on **YES** to cancel the Uninstall procedure.

- 6 A dialog allows you the opportunity to save the Site data.
- 7 When the Uninstall procedure is completed, you return to the Windows Program Manager.

Next steps

When you have completed the installation process, store your software distribution diskettes in a safe place. You are now ready to begin working with MAT. The following sections describe how to run the MAT system and how to configure your site and user information.

Running the MAT system

The following list outlines the steps required to set up the system after you have installed the modules:

- 1 Start the MAT system
- 2 Log on to the MAT system
- 3 Enter site information
- 4 Enter user information
- 5 Run MAT modules and applications
- 6 Close the MAT system

An overview of each step is presented here. Where more detailed information is required, you are directed to the appropriate chapter elsewhere in this guide.

Step 1: Start the MAT system

To start the MAT system for the first time, double-click on the Meridian Administration Tools icon in the Startup program group. The Meridian Administration Tools Logon dialog appears.

During subsequent operation, MAT will automatically begin as part of the Windows start-up routine.

Step 2: Log on to the MAT system

To log on to the system, type in the following default system administrator user ID and password:

User ID: **MAT <Tab>**

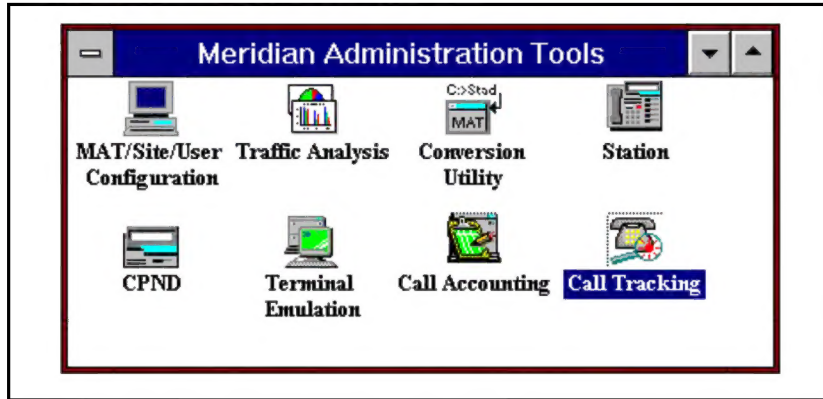
Password: **MAT**

Note: For security purposes, the password does not appear as you type it in the Password field.

Click on **OK**.

After your ID and password are accepted, the Meridian Administration Tools window opens.

Figure 4
Meridian Administration Tools window



Note: The PC may at times shut down without a normal MAT logout (for example, because of a PC or power failure). The MAT program group reappears after the PC is rebooted. However, the MAT Logon dialog also appears, requiring you to re-enter your user ID and password to resume the session.

Step 3: Enter site information

In this step, you define your Meridian 1 so that the MAT system can communicate with it. A *site* corresponds to a Meridian 1. Site configuration information includes the site name, hardware and software configuration, customer data, and numbering plan.

For detailed instructions on entering site information, refer to “Site Configuration” on page 53.

Step 4: Enter user information

Initially, only the system administrator has access to MAT modules. The system administrator defines a user ID and password for each user who needs access to the MAT system. The system administrator also grants user read/write access to specific MAT modules.

Both the system administrator and users require access to Meridian 1 sites. This access is defined through a Site User association, combining a user's ID and a specific Meridian 1 site. The system administrator must create a User Site association at each Meridian 1 site for which the user requires access.

Step 5: Define access rights

Each user will have specific read/write access defined to each module. If a user does not have read/write access to a certain function or module, that module will not be accessible during the user's session.

As the System Administrator, you have access to all of the MAT modules, but you will not have access to the Meridian 1. An association has to be established between your login ID and the site/switch accessed. You will need to set up your user password for the Meridian 1 connection and assign site access to your User ID as well as the customer password.

User Site Information

To enter this information, access the System Configuration module User Site function and update the User Site record for your User ID. Click on User Site from the View drop-down menu of the MAT Configuration module. To add a user's site access to this database, click on Add from the Edit drop-down menu of the User Site dialog. In the MAT User Site Information dialog, select the MAT user ID (e.g., MAT) from the MAT User ID drop-down list box and then select its corresponding site (for the data files) from the Site Name drop-down list box. In the Site Modules Privileges section of this dialog, click on the check box next to the privileges to which you require read/write access.

Customer Passwords

To assign the switch password for this site, click on the Cust. Pswds command button. Enter the Customer Number in the Customer Number field. If your Meridian 1 requires a User ID, enter it in the User ID field. Enter the password for your Meridian 1 in the Switch Password field and click on Add. Click on OK to save this information and return to the previous dialog and click on OK again to save the user site information.

For detailed instructions on entering site information, refer to "System and User Configuration".

Step 6: Run MAT modules and applications

After setting up MAT site(s), user access, and user site access, you can run any installed MAT modules and applications, such as Station Administration or Traffic Analysis. Refer to the appropriate user guide for complete details on using MAT applications.

Refer to later chapters of this guide for details on using the MAT scheduler, MAT history file, terminal emulation, and communications services.

Step 7: Logout from the MAT system

From the Meridian Administration Tools window, click on Logout from the Control menu.

Step 8: Close the MAT system

WARNING

Exiting MAT halts all scheduled and current activities, including processing updates.

MAT warns you that all activities will halt when you close MAT and provides a choice to close or return to MAT operation. Click the appropriate button.

Note 1: When you exit from the MAT system, the MAT History File delays five seconds before it closes. This allows for the logging of any late events. Wait five seconds before attempting to access the MAT system again.

Note 2: Background tasks such as Traffic collections and Station synchronization continue to run even after you exit from the MAT system, (or minimize it to run in background mode). They will not run, however, if you close and exit from the MAT modules.